

**Adult Education Advisory Committee**  
**April 14, 2004**  
**Utah State Office of Education**  
**Room 241**  
**10:00 A.M. – 1:00 P.M.**

**Approved Minutes**

**PRESENT:** Members: Paula Oakey (Chair-Elect), Kim Dohrer (Past-Chair), Edith Mitko, Suzette Martellaro, Dave Steele, Jeff Galli Claudia Thorum (visitor), Norman Nakamura (visitor) and Gail Burningham (secretary)

**EXCUSED:** James Andersen (Chair), Don Carpenter, Doug Ludvigson, Wayne Mifflin, David Peterson, Cindy Krueger, Sandra Grant and Shauna South.

**Welcome and Introductions**

The Adult Education Advisory meeting was held April 4, 2004 at the Utah State Office of Education in Room 241. Paula Oakey gave a welcome and had everyone introduce him or herself and state the group they represent.

**Approval of the Minutes**

The minutes from the March 10, 2004 meeting were reviewed. The name of the former FACT council was corrected to Collaborate Coordinated Services and information regarding the literacy billboard was corrected. Suzette Martellaro made the motion to approve the minutes with correction and Edie Mitko seconded the motion. The minutes with corrections were approved.

**Highlights from Directors Meeting**

Comments taken from the evaluation forms from those attending the March/April Director/Coordinators meeting were reviewed. Dave gave a brief summary of what took place at the director meeting. Crucial Conversations, Customer Service and Technology, Getting Effective Reading Results/Research, Bidders Conference for AEFL Grant and Legislative Funding information was discussed. Cindy Krueger has the information from Patty Lundin regarding effective reading results. Patty has agreed to present this information at Summer Institute. Directors/Coordinators will be surveyed regarding the location of next years spring meeting. Training on the URAED report and the new data system will be given instead of the June Director/Coordinator meeting. (URAED training places and dates are: Delta - May 10<sup>th</sup>, Ogden - May 19<sup>th</sup>, and Sandy - June 25<sup>th</sup>.)

Summer Institute to be held in Salt Lake is for adult education teachers. Classes in math, science and social studies and a variety of other courses beneficial to teachers will be provided. Check the web for more information. The calendar for adult education events was circulated for the committee to review and add additional events. This calendar will be posted on the web.

**Funding Updates**

Dave discussed two funding issues/sources. He said that some districts have foundations and gave as an example the Scottish Power foundation that is funding Mother Read and Father Read

(under the Humanities and Arts Council). Barnes and Noble Book stores are also partnering with adult education. They have volunteers reading to non-reading adults. Thursday's reading of a Harry Potter book had a good turn out, but the Monday night reading of the book Holes has had few attendees.

Dave posed the idea as to whether it would be advantageous to foster some kind of a statewide representation in a foundation for adult education. Would this diminish from individual districts or benefit them? Kim said the current foundation in Ogden funds K-12 programs and does not want to have adult education in it; persons who want to donate to adult education are encouraged to donate directly to a program site. Scholarships are a problem because there is no beginning or ending enrollment time for those attending and so it is difficult to make scholarships available and equitable to all persons. Information on what a foundation can and cannot do for adult education will be an agenda item for next month.

### **Current AEFL Grant**

The Resource Packet for this year's federal AEFL mini grant (2.7 million) was handed out and Dave explained it. This packet (also on the web page) gives information about the grant including eligibility and other requirements. The RFP for the grant is due May 14, 2004 and the money will be available by July 1, 2004. Many programs are providing the same kind of services; therefore, there is a lot of interest in this grant.

Since districts do not require the same number of credits in adult education for graduation, students are choosing to go where fewer credits are required, creating competition among districts. A task force meeting to discuss level gains and credit issues will be held on Thursday, April 29<sup>th</sup> at 10 a.m. at USOE. The advisory committee was invited to attend.

### **Adult Education Fees**

The legislature did not like our previous recommendation to let districts decide their own fee structure. They want a statewide fee structure recommendation, by the time they convene in January. A meeting to discuss adult education fees will be held in Provo at 11 a.m. on Tuesday, April 20<sup>th</sup>. Recommendations from this meeting will be brought to our advisory committee to give this committee groundwork for the fee structure discussion and recommendations to make to the Board and the legislature. Those invited to attend this meeting were those who volunteered at the directors meeting in Cedar City. Since no one from a rural school was represented, it was decided to invite representatives from rural districts. It was expressed that requiring fees will be problematic and may not even be money saving to the state after administrating costs and enrollment losses are considered. Many adults do not want to be in adult education programs and are in because of court orders or DWS requirements; some tuition costs will be paid by other agencies. A discussion about what to consider concerning fees was had; the outline of this discussion is at the end of these minutes.

### **Initiative on Literacy Campaign Update**

The Literacy campaign has designed bookmarkers and posters, which will be available on disk (agencies will need to print their own), with small check off boxes on them for each 20 minutes per day (Monday-Friday) that an adult reads to the child. As an incentive there will be a drawing

with names of all the children who participate. Their focus is: if we want kids to learn to read the parents need to be readers.

At the Charter School on the Ute reservation at Ft. Duchesne each Head Start student received two books when they attended the reading "tents" on Literacy Day at the Charter School. It was suggested that when the food programs give out their food they could have volunteers read to the children.

### **Other Business**

There may be GED information on the Reagan billboards to advertise GED programs. The discussion on the advisory committee positions and the review the sub-committee goals was postponed until next month, when James Anderson will be in attendance.

### **Agenda Items for May Meeting**

(1) Review sub-committee goals (2) Committee membership follow-up (3) Federal grants, fee structure and level gains. (4) Foundations what they can and cannot do. (5) Case staffing model and how it will effect education (Suzette). (6) Update on Summer Institute.

### **Adjourn**

Paula Oakey called for a motion to adjourn the meeting. Edie moved to adjourn the meeting and Suzette seconded the motion and the motion passed. The meeting adjourned at 12:30 p.m.

Lunch was served at the closing of the meeting. The next meeting will be held May 12, 2004 from 10:00 a.m. until 12:30 p.m.

### **Fees – Tutition Outline**

- 1 Books
- 2 Supplies (materials)
- 3 Technology (Computer related)
  - a) On-line Courses
  - b) Equipment
  - c) Access
- 4 Ability to pay
  - a) Expendable income
  - b) Time
- 5 Partners that pay
  - a) Workforce Services
  - b) Human Services
  - c) Rehabilitation

- 6      Paying for Seat time - verses credit or gains
- 7      Refunds
- 8      Waivers (fee)
- 9      Benefit Analysis
  - a) Benefits to community
  - b) Income increases
  - c) Benefits to children
- 10     Non traditional classrooms
- 11     Regional Comparisons